

Eclipse Recruitment Consent Form



I, _____, hereby give my consent to the Company to process the following information:

Personal data

- Name.
- Date of birth.
- Contact details, including telephone number, email address and postal address.
- Experience, training and qualifications, work history.
- CV.
- National insurance number.
- Next of kin details.
- Bank details.

Sensitive personal data

- Disability/health condition relevant to the role.
- Criminal convictions.

I consent to the Company processing the above personal data for the following purposes:

- For the Company to provide me with work-finding services.
- To send out Newsletters and latest vacancies
- For the Company to process with or transfer my personal data to their clients in order to provide me with work-finding services.
- For the Company to process my data on a computerised database, named Recruitment Manager, in order to provide me with work-finding services.
- For the Company to process my data on a computerised payroll system and Excel spreadsheets in order to pay me through our payroll providers.

I also consent to the Company processing my personal data with third parties including (but not limited to), Payroll and Umbrella companies that will utilise my data for wage payment processing. Professional advisers acting as processors or joint controllers including lawyers, bankers, auditors and insurers based in the UK who provide consultancy, banking, legal, insurance and accounting services. HM Revenue & Customs, regulators and other authorities acting as processors or joint controllers based in the United Kingdom who require reporting of processing activities in certain circumstances.

We will generally keep your personal data for a minimum of six years, after which time it will be destroyed if it is no longer required for the lawful purpose(s) for which it was obtained. If you consent to marketing, any information we use for this purpose will be kept with us until you notify us that you no longer wish to receive this information.

I understand that Eclipse Recruitment will communicate with me in several ways. This will include (but is not limited to) contact by telephone, SMS, email and post using the information I have provided them.

I am aware that I have the right to withdraw my consent at any time by informing the Company that I wish to do so.

Signed by candidate / temporary worker:

Date: